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FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
June 3, 2009

Present: Michael Barber, Michael Barnett, Elizabeth Bird, Ellis Blanton, Laurence Branch, Emanuel Donchin, Michael LeVan, Steve Permuth, Arthur Shapiro, Paul Terry

Provost

Office: Tapas Das, Dwayne Smith, Graham Tobin, Linda Whiteford, Ralph Wilcox

Guest: David Armitage, Rosalie Baum

CALL TO ORDER AND APPROVAL OF MINUTES

The meeting was called to order at 3:00 p.m. by President Laurence Branch. Before proceeding with business, President Branch announced that Secretary Michael Barnett will be leaving USF mid-August to take a position with Oxford University. Appreciation was expressed to Secretary Barnett for his diligent work during his tenure as Secretary of the Faculty Senate.

A motion was made and seconded to accept the Minutes from the meeting of April 8, 2009. There were no corrections, and the motion was unanimously passed.

REPORTS BY OFFICERS AND COMMITTEE CHAIRS

a. Approval of One-Year Senate Appointment – Michael Barnett

Due to the resignation of a Senator in the College of The Arts, Secretary Barnett received a nomination from Professor William Hayden for a one-year appointment. Secretary Barnett announced that Dr. Hayden was qualified to serve. A motion was made and seconded to accept Dr. Hayden's nomination for a one-year appointment to be effective from the Fall Semester 2009 until the beginning of the Fall Semester 2010. The motion was unanimously passed. Ms. Pipkins was asked to welcome Dr. Hayden on behalf of the Faculty Senate.

b. Update on Activities of Joint Committee on Bylaws and Constitution – Michael Barnett

Before today's meeting, Secretary Barnett distributed via e-mail to the Senate Executive Committee (SEC) the latest working drafts of the *Bylaws* and *Constitution*. He stated that these documents should be given top priority by the Faculty Senate at its first fall meeting and promulgated as soon as possible. As the meeting turned to offering suggestions for revisions to the documents, it was realized that this would not be a task to be completed at one meeting. Therefore, Vice President Permuth suggested that the discussion be ended so that everyone can read the documents in their entirety for the next SEC meeting scheduled for July 1. In the meantime, any articulated questions and/or comments should be sent to Secretary Barnett. In addition, Vice President Permuth suggested that Secretary Barnett lead the discussion item by item at the July meeting. Secretary Barnett

pointed out that it is important to put some of the key items in place and move the documents forward.

REPORT FROM SENIOR VICE PROVOST DWAYNE SMITH

Senior Vice Provost Dwayne Smith distributed the latest *Summer 2009 Drop Add Enrollment Profile* which provided an overview of summer school head count and student credit hours (SCH), both of which are up. Although there is some variation by regional campus, all campuses were up in terms of overall enrollment. He pointed out that Session B is the target for next year's enrollment and it too, at this point, was up. A brief discussion was held regarding where in-class and on-line courses fit into the enrollment profile. President Branch asked that consideration be given to include a breakdown of these courses in future information.

Vice Provost Smith announced that the new student technology fee passed and students have considerable input into how the fees are used. Students have communicated, via surveys, that they would like to see much of that money spent in ways that enhance learning opportunities; for example, making more classroom materials available, especially for on-line courses, in a web format. The students have suggested that there needs to be a dialogue between appropriate student and faculty groups to see if there is any common ground to at least listen to and hear what the students believe would enhance their educational experience and to what extent faculty could deliver it. Therefore, Vice Provost Smith brought this to the SEC today to ask them to designate a way in which that dialogue could occur. The floor was opened for discussion.

Undergraduate Council Chair Michael LeVan suggested that his council, along with the Graduate Council, should be the ones to look into this issue as it pertains to content, quantity, and quality of on-line courses. Vice President Permuth added that there is a concern by faculty who participate in on-line teaching that if they would have taught two classes on campus and had twenty-five each, now they are doing on-line teaching with fifty students and getting credit for one class. Second, he would be interested in seeing the credentials of those teaching summer school now versus summer school last year. Third, data not provided is how many of the students taking courses now are really not USF students year round, but coming back home to the Tampa area to take courses. While they are a guide to summer school, they are not necessarily a guide to full, academic year programming. This data would provide standards of quality to be looked at within that margin. Some sense of class size would also be beneficial. Vice Provost Smith responded that such data could be provided.

Committee on Faculty Issues (CFI) Chair Paul Terry made the motion that this issue be referred to both the Graduate and Undergraduate Councils to form a position on creating a dialogue with faculty, students, and administration on changing the type of course offerings available. Secretary Barnett offered a friendly amendment to the motion that these two councils also form a position on whether existing courses that are changed into on-line courses constitute substantive change and so require the approval of the Graduate and Undergraduate Councils. CFI Chair Terry accepted the friendly amendment. The motion was seconded and unanimously passed. President Branch asked Undergraduate Chair LeVan to communicate this request to Graduate Council Chair James Strange.

OLD BUSINESS

There was no Old Business for today's meeting.

NEW BUSINESS

a. Tuition and Fees 2009 Proposal – Associate Provost Tapas Das

Vice President Permuth prefaced this presentation by stating the information on appropriate pricing of degrees and variables came out of a meeting of the Council of Deans, and Associate Provost Das was asked to present it to the SEC. Before starting his review, Associate Provost Das announced that the Board of Trustees (BOT) has approved the proposed *Tuition and Fee Pricing for Academic Year 2009-2010*. Governor Crist has signed it and it is now law. He then reviewed the “Summary of Proviso and Recommendations.”

b. Policy Review Process – Emanuel Donchin

In response to a recent announcement on a new policy, Chair of the Council on Educational Policy and Issues (CEPI) Senator Donchin brought the matter to the attention of the SEC pointing out that CEPI (and possibly other Faculty Senate councils) were not asked to review it. He commented that there seems to be two different review processes for policies – one for the Office of the General Counsel and one for other agencies. On behalf of CEPI, Chair Donchin asked that the process followed in policy formulation that affects the entire campus faculty and that have educational policy implications at all levels, be organized in such a way that all groups have the opportunity to review new policies and make comments.

President Branch asked Provost Wilcox to respond to Chair Donchin's request. Provost Wilcox offered these recommendations: (1) The Office of the General Counsel could be asked to work with the appropriate stakeholders on campus to create a checklist of who should be given the opportunity to review new policies. (2) The SEC could invite someone from either the Office of the General Counsel or Dr. Kathleen Moore, Assistant Vice President for Academic Affairs, to a meeting to explain the review process for system-based versus campus-based policies. In addition, if a checklist of stakeholders is created, the Faculty Senate, and not a committee of the Senate, should be listed, leaving the decision to the Faculty Senate president to ask the appropriate committee to review it.

REPORT FROM PROVOST RALPH WILCOX

The Higher Education Appropriations Conforming Bill (Senate Bill 1696) was signed by Governor Crist on June 2, finalizing USF's 2009-10 budget and implementing changes in its funding. The Conforming Bill will become law on July 1, 2009.

Provost Wilcox provided an overview of the impact of the Conforming Bill, specifically the tasks now required of USF. Of particular concern was the new restriction on students claiming in-state residency. Out-of-state students must now reside in Florida for twelve consecutive months prior to initial enrollment in order to claim residency. Unfortunately, students who applied from out-of-state last year will not be grandfathered in. Each Florida institution is required to establish a Residency Appeal Committee to review the individual cases of these students. The committee will be chaired by Associate Provost Das. A meeting to discuss how to communicate the changes to students is scheduled for June 15th.

REPORT AND ANNOUNCEMENTS FROM FACULTY SENATE PRESIDENT LAURENCE BRANCH

President Branch commented that he will be asking Provost Wilcox to amend his standard lecture slightly regarding the budget crisis to one that states although USF has lost “x millions of dollars in hard funding,” he should begin to add the second sentence that by increasing tuition USF will be able to recoup “x million of those dollars” in money that will be more directly under its control in the future. USF should not allow people to think it has only lost funding, but it has gained an opportunity to generate tuition that it can control.

President Branch distributed copies of a memorandum dated May 19, 2009, from Provost Wilcox to President Genshaft with a list of nominees to serve as Faculty Liaisons on the USF Board of Trustees’ Workgroups. President Branch pointed out that although he did submit nominations to the Provost, none of them were forwarded to President Genshaft. However, Provost Wilcox did alert President Branch to this fact before the list was sent to the President. Letters from President Genshaft have been sent out appointing the nominees to two-year, renewable terms. Provost Wilcox stated that he and President Branch have agreed that there will be a more open flow of communication next year regarding nominees, and he is hopeful that the process will be refined.

OTHER

Dr. Linda Whiteford, Associate Vice President for Academic Affairs and Strategic Initiatives announced that the top recommendation from two of the three task forces (Sustainability and Community Engagement) was that a way be found to hire a director of those initiatives. Pending final approval an internal search will begin for two .50 FTE, nine month appointments. There will be a screening procedure that members of the Task Force Advisory Committee will be a part of, and the Faculty Senate will also be asked to be part of the interview process. In both cases, people are needed in place to collect and record data and begin to write reports. It is hoped to have the new directors in place when the fall semester begins.

In addition, Dr. Whiteford announced that the hiring of a Director for the new Patel Center is in the process of discussion and reorganization.

There being no further business, the meeting was adjourned at 5:18 p.m. The next meeting of the SEC will be Wednesday, July 1, 2009.

ADDENDUM
Outstanding Items
Senate Executive Committee Meeting
June 3, 2009

1. Committee on Faculty Issues, along with CEPI Chair Donchin, to re-examine Emeritus policy (09/03/08 SEC meeting).
2. Formal procedures for creating a logo – Michael Barber (09/03/08 SEC meeting).
3. E-mail to be forwarded to SEC from President Branch regarding student evaluations of faculty available on-line (09/03/08 SEC meeting) – Ann Pipkins
4. Role of adjuncts at a research university to be pursued by CEPI (10/01/08 SEC meeting).
5. Status of graduate teaching awards from Graduate Council – James Strange (10/01/08 SEC meeting).
6. Future discussion of the structure and ownership of the committees that report to the Faculty Senate – Michael Barnett (01/07/09 SEC meeting). Issue on hold while new Constitution is being developed.
7. Report from Provost Wilcox on regional campus accountability (02/04/09 SEC meeting).
8. Selection of members for Resolution Implementation Committee – Steve Permuth (04/08/09 SEC meeting).
9. Discussion of recent revisions to Bylaws and Constitution – Michael Barnett (06/03/09 SEC meeting.)
10. Request of Provost Office for credentials of faculty teaching summer school – Steve Permuth (06/03/09 SEC meeting).
11. Request of Provost Office for quantification of summer school class sizes – Steve Permuth (06/03/09 SEC meeting).
12. Feedback from Graduate and Undergraduate Councils on mechanism for dialogue between faculty, students and administration on changing the type of course offerings available – James Strange and Michael Le Van (06/03/09 SEC meeting).
13. Feedback on approval for existing courses that are changed into on-line courses – James Strange and Michael Le Van (06/03/09 SEC meeting).
14. Change in policy review process – invite either a member of Office of the General Counsel or Vice President Kathleen Moore to a meeting (06/03/09 SEC meeting).